

## **Astoria Library Board Meeting**

Astoria Public Library

December 2, 2014

5:30 pm.

**Present:** Library Board members David Oser, Susan Brooks, Kate Summers, and one vacancy. Staff Library Director Jane Tucker and ALFA President Steve Emmons.

**Excused:** Arline LaMear

**Absent:** None

**Call to Order:** Chairman David Oser called the meeting to order at 5:30 pm.

**Approval of Agenda:** The agenda was approved with the removal of New Business Item 8(a): Election of Officers. Chairman Oser believed it would be best to have the entire Board present for the election.

**Approval of Minutes:** The minutes of October 28, 2014 was approved as presented.

### **Renovation Update:**

#### **Item 4(a): Foundation Update**

Kiwanis donated \$1,000 to the Foundation, which will be used to establish the 501(c)(3) and pay the filing fee. Steve Emmons requested a meeting with Foundation Board members to discuss how lifetime ALFA members could support the capital campaign. Kate Summers volunteered to administer the Foundation's Facebook page.

#### **Item 4(b): Renovation Committee Update**

The Committee had not met since the last Library Board meeting, so there was no new update. At the next meeting, on Thursday, December 4, 2014 at 5:30 pm, the Committee would create their vision statement.

#### **Item 4(c): Staff Reports – No reports.**

### **Board Reports:**

#### **Item 5(a): Reports of Community Presentations**

Chairman Oser met with Pam Lum to discuss Foundation sponsorship by Toyota. He will meet with Steve Forrester, Owner/Editor of the *Daily Astorian*, on December 3<sup>rd</sup>.

### **Library Director's Report:**

Director Tucker reported that on November 14<sup>th</sup>, Staff attended a presentation on personal safety. After the presentation, she followed up with Staff and discussed their safety concerns with Police Chief Johnston. The Police Department and Library Staff have begun working together, sharing incident reports and conducting walkthroughs, to create a more secure environment at the library. The Police Department will do a safety assessment of the library building in January. The Library Board and Staff discussed current safety and security issues at the library, and steps Staff is taking to mitigate problems.

### **Update on ALFA Activities:**

Steve Emmons reported that there would be no meeting in December. At their next meeting on January 27, 2015, ALFA will conduct election of officers, discuss their annual celebration, and discuss changing their name to Friends of the Astoria Public Library. He did not plan to run for a second term as President and hoped to continue to serve as a member at large.

The Library Board and Staff discussed the possibility of scheduling a joint meeting of the ALFA Board, the Library Foundation, and Library Board. ALFA's by-laws state their annual meeting must be scheduled during the first quarter of the year.

**New Business:**

**Item 8(a): Election of Officers** – This item was removed from the agenda.

**Old Business:**

**Item 9(a): Review of OLA Public Library Standards**

The Library Board and Staff reviewed and discussed new standards for library materials, which standards the library was and was not currently in compliance with, and steps the library was taking or could take when they undertake a new strategic plan.

Steve Emmons excused himself from the meeting at 6:21 pm.

**Public Comments:** There were none.

**Items for Next Meeting's Agenda:**

**Adjournment:** There being no further business, the meeting was adjourned at 6:37 pm.

Respectfully submitted,

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Paula Pinyerd, ABC Transcription Services, Inc.